

Conditions of Sale

GSA sells used personal property according to the U.S. Government's Standard Form 114C, "General Sale Terms and Conditions." You may ask to review a copy at any of the GSA regional sales offices or at a sale's location on www.gsa.gov. Please study carefully the terms and conditions in the Invitation for Bid and in any notices provided at auctions and other sales and be sure that you understand any special terms.

Payment & Removal

Payment is restricted to the following instruments: U.S. currency; bank cashier's check; credit union cashier's check issued by a Federal or State chartered Credit Union; U.S. Postal Service or commercial money order; traveler's checks; properly endorsed United States Federal, State, or local government checks; MasterCard, VISA, Discover (Novus), and American Express. Certified checks, bank drafts, and debit cards are not acceptable.

A personal or company check will be accepted only when accompanied by a bank letter guaranteeing payment. This letter must be on bank letterhead and must state (1) that payment is guaranteed, (2) that the guarantee is valid for 30 days after the bid opening date, and (3) that the guarantee covers the purchase of U.S. Government personal property only. The letter must be dated, include the bidder's name, the amount the guarantee is for, date of sale, and signed by a bank official authorized to guarantee payment. The government does not provide any form of financing.

Purchasers are required to remove their purchases within the time prescribed for each sale, but merchandise cannot be removed before payment is made. Removal is the purchaser's responsibility. If a purchaser fails to pay and remove the merchandise by the prescribed deadline, the Government will take action to collect damages (\$200 or 20 percent of the purchase price, whichever is greater).

Information about other Federal sales programs is also found in publications listed in the Federal Consumer Information Catalog. For a free copy of the Catalog, please call 1-888-8PUEBLO (1-888-878-3256) or visit www.pueblo.gsa.gov.

How We Advertise

- GSA maintains mailing lists for frequent purchasers of Government property. To be placed on a mailing list, please write to the GSA regional sales office serving your location. In order to minimize mailing costs, we periodically remove the names of those who do not participate in our sales.
- Occasional buyers may obtain information about upcoming sales by dialing our telephone information lines for recorded messages or visiting www.gsa.gov or www.gsaauctions.gov.
- We also advertise in local newspapers and on radio, and we sometimes post notices in public buildings.
- Highly specialized sales, or those that might generate interest nationwide, are announced in national newspapers, trade journals and periodicals.
- We also advertise sales of national interest online at the Federal Business Opportunities (FedBizOpps) website at www.fedbizopps.gov. FedBizOpps is the single government point-of-entry for federal government procurement opportunities over \$25,000. This site is available 24 hours a day, seven days a week, and allows vendors to register to receive e-mail notifications of opportunity in their areas of interest. Visit the site or call 1-877-472-3779.

Real Estate

GSA's Public Buildings Service sells most surplus Government real estate. For information, you may call 1-800-472-1313 or request a free copy of the U. S. Real Property Sales List by writing the Federal Consumer Information Center, Pueblo, CO 81009 or calling 1-888-8PUEBLO. Information on real property sales can be obtained through the Internet at property-disposal.gsa.gov. Also, information on commercial real estate that HUD sells can be obtained through the Internet at www.hud.gov.

PRSRT STD
Postage & Fees
PAID
GSA
Permit No. G-30

U.S. General Services Administration
Office of Transportation & Property Management
Property Management Division (FBP)
1901 South Bell Street, Suite 804
Arlington, VA 20406-0003
Official Business
Penalty for Private Use \$300
www.gsa.gov
August 2005 Revised
5-05-00516

GSA

GSA

U.S. General Services Administration

how you can buy used
federal personal property

August 2005 Revised

www.gsaauctions.gov

Purchasing Government Personal Property

Are you interested in purchasing used Government personal property through GSA—items such as vehicles, tools, machinery, or office equipment? If so, contact us! We sell

used personal property for civilian Federal agencies.

GSA is the Federal Government's procurement agent.

We purchase the supplies, equipment, and

vehicles that Federal

workers need to do their

jobs. When items are no

longer needed by the Federal

Government, we stretch your tax

dollar by offering them for sale to the public.

Our sales include a wide variety of items that would interest both individuals and businesses.

Note:

GSA employees or spouse or minor child of GSA employees, or their agents, may not bid on Federal personal property. An employee of another agency may bid if he/she is not prohibited from doing so by his/her employing agency's rules or regulations.

How to Find Us

For information on GSA sales of used Federal personal property, or to be placed on a mailing list, write to General Services Administration, Personal Property Sales, at the address below serving your location. For information about upcoming sales, you may call the telephone number(s) listed with each address or visit www.gsa.gov.

Washington, DC, Metropolitan Area

6808 Loisdale Road (3FP-W)
Springfield, VA 22150
(703) 557-7785

Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont

10 Causeway Street
3rd Floor, Room 347 (2FBP-1)
Boston, MA 02222-1076
(617) 565-7320

New Jersey, New York, Puerto Rico, Virgin Islands

26 Federal Plaza
Room 20-112, Box 10 (2FBP)
New York, NY 10278
(212) 264-2626 or 1 (800) 488-7253

Delaware, Maryland, Pennsylvania, Virginia, West Virginia (except Washington, DC, Metropolitan Area)

The Strawbridge's Building (3FPD)
20 North 8th Street, 10th Floor
Philadelphia, PA 19107-3191
(215) 446-5065

Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee

Peachtree Summit Building
401 West Peachtree Street (4FB)
Suite 2600
Atlanta, GA 30308
(404) 331-0040 or 1 (877) 472-7068

Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, Ohio, Wisconsin

(For Fleet Vehicle Auctions Only)
230 Dearborn Street (5FBP)
DPN 34-6, Room 3400
Chicago, IL 60604
(312) 886-8686 or 1 (800) 472-2886

Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, Ohio, Wisconsin

(For Miscellaneous Surplus Sales)
[Auction and Sealed Bid]
1500 East Bannister Road (6FBD)
Room 1102
Kansas City, MO 64131
(816) 823-3714

Arkansas, Louisiana, New Mexico, Oklahoma, Texas

819 Taylor Street (7FPF)
Room 13A05
Ft. Worth, TX 76102-6105
(817) 978-2352 or 1 (800) 495-1276

Colorado, Montana, North Dakota, South Dakota, Utah, Wyoming

Denver Federal Center, Building 41 (7FP-8)
P.O. Box 25506
Denver, CO 80225-0506
(303) 236-7705

American Samoa, Arizona, California, Commonwealth of the Northern Mariana Islands, Guam, Hawaii, Nevada

450 Golden Gate Avenue (9FBP)
4th Floor West
San Francisco, CA 94102-3434
1 (800) 676-7253 or (415) 522-2891

Alaska, Idaho, Oregon, Washington

400 15th Street, SW (10FZP-O)
Auburn, WA 98001-6599
(253) 931-7566

Examples of Items We Sell

- Agricultural, mining and construction vehicles and machinery;
- Cameras and projectors;
- Cars, vans, trucks, boats and airplanes;
- Communications equipment;
- Computers, printers, copiers, and typewriters;
- Food preparation and servicing equipment;
- Hardware, plumbing, heating and electrical equipment;
- Jewelry and collectibles;
- Medical and laboratory equipment;
- Office and household furniture;
- Recreational and athletic equipment;
- Tools

We sell boats like Coast Guard cutters, fishing boats, runabouts and more that come in various lengths and conditions. Some boats are fully equipped with electronic and sonar equipment. We also sell aircraft from light duty to airliners featuring a wide range of avionics. On occasion, more exotic items are sold to include Rolex watches, foreign coins, china, crystal, and Persian rugs.

Sorry—There Are No Giveaways

Stories about \$100 yachts—or exotic cars sold for little or nothing—are pure fiction. GSA expects to receive a fair market price, and every item has an undisclosed minimum price. Your tax dollars paid for these items when they were new, and GSA expects to receive the best possible return on your tax dollar when they are sold.

No Guarantees

We do not guarantee the condition of our sale items. You will have an opportunity to inspect property prior to sale, and we will inform you of any deficiencies of which we are aware. However, GSA is not responsible for any problems that may be identified after the sale.

How GSA Sells Personal Property

GSA conducts sealed bid, auction, spot bid, and fixed price sales. No preference is given to individuals or groups, including veterans, senior citizens, or religious organizations.

Sealed Bid. We sell by sealed bid when the sale items are in scattered locations. For a sealed bid sale, we make an "Invitation for Bid," or IFB, available to prospective buyers through the mail, by fax on demand or via Internet. The IFB contains item descriptions, sale terms and conditions, item locations and inspection times, and a bid form. If you decide to bid, you will complete the bid form and mail it to the address shown in the IFB. We must receive your bid by the opening date and time indicated on the IFB. Late bids are not accepted under any circumstances. We open all bids publicly.

Auction. We hold an auction when we have a large number of items for sale in one location. Many of our car and truck sales are auctions. We use traditional auction methods. Prospective bidders will receive descriptions, bidding instructions, and an opportunity to inspect the merchandise ahead of time or on the day of sale. Many of our sales are conducted by commercial auction companies under contract with GSA.

GSA Auctions®. Online auction sales offer web-enabled auctions, a wide variety of personal property, electronic bidding, bids by proxy, and instant feedback.

Visit our **GOVERNMENT SITE FOR AUCTIONS** at www.gsaauctions.gov for item descriptions and images of items for sale.

Spot Bid. A spot bid sale is similar to a "silent auction," with bids written down rather than voiced. Property is offered item by item and awarded to the highest bidders. Bidders may bid only once per item, unless the item is re-offered.

Fixed-Price Sale. At fixed-price sales (also referred to as "Retail"), we post the selling prices on the property and sell the items on a first-come basis.

www.gsaauctions.gov